



## **FIRST NONPARTISAN ELECTION TUESDAY, MARCH 17, 2020 CANDIDATE ELECTION CALENDAR**

Pursuant to Section 34.16(A)(1)(a) of the City Code, any person seeking to qualify as a candidate for the office of Mayor or for the office of any City Commission seat must have been a resident of the City of Delray Beach, Florida, who had become an elector of the City on or before September 1<sup>st</sup> preceding the municipal election for which the candidate is qualifying. For purposes of the March 17, 2020 election, **September 1, 2019** is the deadline.

Per Section 3.09 of the City Charter, individual Commissioners, including the Mayor, shall be prohibited from holding office for more than six (6) consecutive years. However, in the event a Commissioner assumes the office of Mayor, the time that the Commissioner held office as a Commissioner shall not count toward the maximum time allowed to hold the office of Mayor. The person assuming the office of Mayor will be allowed to hold office for a maximum of six consecutive years. This shall apply to any Commissioner who has assumed the office of Mayor on or after the March 2020 municipal election. This extension of term limits does not apply in the case of the Mayor assuming the office of a Commissioner. The term "holding office" shall be defined as serving as Commissioner or Mayor. The term "consecutive years" shall not include any years served as a result of an appointment. Effective for those elected in March of the year 2003 and thereafter, a Commissioner or Mayor may complete the entire term to which they were elected, if a term limit is reached during an elected term.

Pursuant to Section 5.04 of the City Charter, in a nonpartisan election, a candidate for each of the seats on the ballot for the offices of Commissioners or for the office of Mayor who receives the highest number of votes, even if it is not a majority of the votes cast by all electors casting ballots for that office shall be declared to be elected; provided, however, notwithstanding the foregoing provision, should two (2) or more candidates tie for the highest number of votes from all electors casting ballots for that seat for Commissioner or for the office of Mayor, then the candidates receiving the highest number of votes shall be declared candidates for the second nonpartisan election.

**Appointment of Campaign Treasurer and Designation of Campaign Depository for Nonpartisan Candidates.** This form is available from the City Clerk's office and/or the Division of Elections Website: [election.dos.state.fl.us](http://election.dos.state.fl.us). It must be completed and returned to the Clerk's office before contributions are received and nominating petitions can be issued. Each candidate must designate the office for which he or she is a candidate. Pursuant to Section 34.16 of the City Code, **Petitions** will not be distributed by the City Clerk until 8:00 a.m. on the first business day in the month of November preceding the month of qualification.

Expenditures from funds on deposit in the campaign depository must be made by means of a bank check drawn upon the campaign account of the candidate. The checks for such account shall contain the statement **"(name of candidate) Campaign Account"** (See Section 106.11(1), F.S.).

**Statement of Candidate** (Section 106.023, F.S.). Each candidate must file a statement with the qualifying officer (City Clerk) within 10 days of filing Appointment of Campaign Treasurer and Designation of Campaign Depository form, stating that the candidate has received, read and understands the requirements of Chapter 106, Florida Statutes.

**Limitations on Contributions** (Section 106.08(1)(a), F.S.). No person or political committee shall make contributions to any candidate in excess of \$1,000.00. (Section 106.09 F.S.) A candidate **may not** accept contributions in cash or by means of a cashier's check in excess of \$50.00.

**Late Filing of Campaign Treasurer's Reports** (Section 106.07(2) and (8), F.S.). Failure to file a report by the designated due date will result in fines. The fine shall be \$50 per day for the first 3 days late and, thereafter, \$500.00 per day for each late day, not to exceed 25% percent of the total receipts or expenditures whichever is greater, for the period covered by the late report. All fines must be paid from the candidate's personal funds - *not* campaign funds.

**Per Section 106.07(1), F.S., reports shall be filed on the 10<sup>th</sup> day following the end of each calendar month from the time the campaign treasurer is appointed, except that if the 10<sup>th</sup> day following the end of a calendar month occurs on a Saturday, Sunday, or legal holiday, the report shall be filed on the next following day which is not a Saturday, Sunday, or legal holiday. Monthly reports shall include all contributions received and expenditures made during the calendar month which have not otherwise been reported.**

**MONDAY, AUGUST 12, 2019, by 5:00 p.m.:**

**TREASURER'S REPORT DUE** (from those candidates having designated a campaign treasurer in the preceding calendar month). The report must cover the period from either July 1, 2019 through July 31, 2019, or from when the Appointment of Campaign Treasurer and Designation of Campaign Depository form is filed through July 31, 2019.

**TUESDAY, SEPTEMBER 10, 2019, by 5:00 p.m.:**

**TREASURER'S REPORT DUE** (from those candidates having designated a campaign treasurer in the preceding calendar month). The report must cover the period from either August 1, 2019 through August 31, 2019, or from when the Appointment of Campaign Treasurer and Designation of Campaign Depository form is filed through August 31, 2019.

**THURSDAY, OCTOBER 10, 2019, by 5:00 p.m.:**

**TREASURER'S REPORT DUE** (from those candidates having designated a campaign treasurer in the preceding calendar month). The report must cover the period from either September 1, 2019 through September 30, 2019, or from when the Appointment of Campaign Treasurer and Designation of Campaign Depository form is filed through September 30, 2019.

**TUESDAY, NOVEMBER 12, 2019, by 5:00 p.m.:**

**TREASURER'S REPORT DUE** (from those candidates having designated a campaign treasurer in the preceding calendar month). The report must cover the period from either October 1, 2019 through October 31, 2019, or from when the Appointment of Campaign Treasurer and Designation of Campaign Depository form is filed through October 31, 2019.

**TUESDAY, DECEMBER 10, 2019, by 5:00 p.m.:**

**TREASURER'S REPORT DUE** (from those candidates having designated a campaign treasurer in the preceding calendar month). The report must cover the period from either November 1, 2019 through November 30, 2019, or from when the Appointment of Campaign Treasurer and Designation of Campaign Depository form is filed through November 30, 2019.

**FRIDAY, JANUARY 10, 2020, by 5:00 p.m.:**

**TREASURER'S REPORT DUE** (from those candidates having designated a campaign treasurer in the preceding calendar month). The report must cover the period from either December 1, 2019 through December 31, 2019, or from when the Appointment of Campaign Treasurer and Designation of Campaign Depository form is filed through December 31, 2019.

**QUALIFYING PERIOD OPENS AT 12:00 NOON** December 2, 2019 to **12:00 NOON** December 19, 2019. (First 14 **business** days of December 2019).

Qualifying papers to consist of:

- (1) Nominating petitions containing the signatures of 250 of the registered voters of the City as determined on January 1<sup>st</sup> of the year of the election (Section 34.16(A)(2) City Code). Therefore, the absolute minimum number of **valid** signatures needed to qualify is **250**. I recommend at least **350** signatures be obtained.

**ALL SIGNATURES MUST BE EXECUTED IN INK OR INDELIBLE PENCIL.**

- (2) Form 1, Statement of Financial Interest 2019 (for tax year ending December 31, 2019). ***This document must be handed in at the time petitions are initially returned by the candidate as part of the qualifying papers.*** (Florida Statutes (F.S.) Section 99.061(4)/Section 112.3145(2)(a)).

- (3) Fees

- (A) Filing fee in the amount of \$50.00.

- (B) Pursuant to F.S. Section 99.093, each person seeking to qualify for nomination or election to a municipal office shall pay, at the time of qualifying for office, an election assessment. The election assessment shall be an amount equal to one percent (1%) of the annual salary of the office sought.

Candidates for the office of Mayor must pay an assessment of **\$137.08** (1% of \$13,708.80 annual salary); candidates for the office of a City Commission seat must pay an assessment of **\$102.72** (1% of the \$10,272 annual salary).

**Two (2) separate checks** will be required. They are to be made payable to the City of Delray Beach, Florida, and must **be drawn on the campaign account of the candidate.**

- (4) You will also be required to execute the **“Oath of Candidate for Office”** and **“Loyalty Oath”** at the time you file your qualifying papers. The Oaths will be notarized by the City Clerk.

**MONDAY, FEBRUARY 10, 2020, by 5:00 p.m.:**

**TREASURER'S REPORT DUE** (from those candidates having designated a campaign treasurer in the preceding calendar month). The report must cover the period from either January 1, 2020 through January 31, 2020, or from when the Appointment of Campaign Treasurer and Designation of Campaign Depository form is filed through January 31, 2020.

**MONDAY, FEBRUARY 17, 2020, at 5:00 p.m.:**

**Registration books** close for the March 17, 2020 election (F.S. 97.055). Anyone who registers to vote after this time will be ineligible to vote in the March election.

**FRIDAY, FEBRUARY 21, 2020, by 5:00 p.m.:**

**TREASURER'S REPORT DUE** (from those candidates having designated a campaign treasurer in the preceding reporting period (**25<sup>th</sup> day**) immediately preceding the general election/F.S. 106.07). The report must cover the period from either February 1, 2020 through February 14, 2020, or from when the Appointment of Campaign Treasurer and Designation of Campaign Depository form is filed through February 14, 2020.

**NOTE:** Following the last day of qualifying for office December 19, 2019, any **unopposed** candidate need only file a report within ninety (90) days after the date such candidate became unopposed.

**WEDNESDAY, FEBRUARY 26, 2020 at 10:00 a.m.:**

The Logic and Accuracy (L&A) Test will be held at 7835 Central Industrial Boulevard at the Supervisor of Elections Tabulation Center in Riviera Beach, Florida. In the event of a Run-off Election, the Logic and Accuracy Test will be on March 24, 2020 at 10:00 a.m. at the same location.

**TUESDAY, MARCH 3, 2020, by 12:00 Noon:**

Pursuant to F.S. 101.131, each candidate may have one poll watcher in each polling room at any one time during the election. The names of your poll watchers must be submitted in excel format via email to: candidates@pbcelections.org.

**FRIDAY, MARCH 6, 2020**

**TREASURER'S REPORT DUE** (from those candidates having designated a campaign treasurer in the preceding reporting period (**11<sup>th</sup> day**) immediately preceding the general election/F.S. 106.07). The report must cover the period from either February 15, 2020 through February 28, 2020, or from when the Appointment of Campaign Treasurer and Designation of Campaign Depository form is filed through February 28, 2020.

**THURSDAY, MARCH 12, 2020 at 12:00 Midnight:**

Deadline for receiving campaign contributions. Any contribution received on the day of the election or less than 5 days prior to the day of the election **must be returned** to the person or entity contributing it and it **may not** be used or expended by or on behalf of the candidate.

**FRIDAY, MARCH 13, 2020, by 5:00 p.m.:**

**TREASURER'S REPORT DUE – for opposed candidates (4<sup>th</sup> day)** immediately preceding the general election). The report must cover the period from February 29, 2020 through March 12, 2020. (F.S. 106.07).

**TUESDAY, MARCH 17, 2020:**  
**ELECTION DAY**

Polls are open from 7:00 a.m. to 7:00 p.m.

**TUESDAY, MARCH 20, 2020 – 4:00 p.m.:**

Delray Beach City Commission Special Meeting – Canvass returns and declare results of First Nonpartisan Election.

**THURSDAY, MARCH 26, 2020, at 4:00 p.m.:**

Annual Organizational Meeting pursuant to Article III, Section 3.04 of the City's Charter. Oath of Office administered.

**DECEMBER 20, 2019 - MARCH 18, 2020 by 5:00 p.m.:**

**(for unopposed candidates).** Final Termination Report is due within 90 days of the close of qualifying. Per F.S. 106.07(1)(c), this report shall contain all previously unreported contributions and expenditures and shall reflect disposition of funds as required by F.S. 106.141.

**MARCH 18, 2020 - JUNE 15, 2020, by 5:00 p.m.:**

Final Termination Report Due **(for opposed candidates).** Final report due within 90 days of the election in which the candidate last participated. This report must cover the period from March 6, 2020 through June 11, 2020 and shall contain all previously unreported contributions and expenditures and shall reflect disposition of funds as required by F.S. 106.141.

**Please note that if you are interested in opposing or supporting a candidate via independent expenditures or by forming a political action committee you must meet with the City Clerk to obtain the proper forms before collecting or expending any monies and/or distributing any political flyers or information.**

\*\*\*Please be advised that Calendar dates or other pertinent information may change subject to changes from Supervisor of Elections Office, State Division of Elections or City of Delray Beach. Accordingly, updated calendars will be provided as necessary.

Please direct all questions or concerns regarding this Municipal Election process to Katerri Johnson, City Clerk at 561-243-7050.

Katerri Johnson, CMC City Clerk  
Filing Officer for Municipal Elections  
City of Delray Beach